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UA51/1/4 Library Services Notes

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Library Services Notes

ARCHIVES

What is happening ALL ABOUT US.

September 1979

Division of Library Services

The Division of Library Services will have its General Fall 1979 Meeting for all faculty and staff on Wednesday, September 5, at 2:00. It will be held in the Kentucky Building Lecture Hall, Room E312. Directions to the hall will be given at the new entrance. Faculty and staff members are encouraged to attend this meeting.

BETTY RICHARDSON has replaced Donna Holton in the Acquisitions Unit. Donna has transferred to Health Services.

PAT BOWEN, CONNIE FOSTER, ROSE DAVIS, JANICE HALEY, SALLY ANN KOENIG and SARA SCOTT worked on the Residence Hall Welcoming Committee at Bemis and Barnes Campbell Dorms.

A SEARCH COMMITTEE for the Science and Technology Cataloger position has been appointed; LINDA ALLAN will chair the committee which includes REG LASWELL and JEAN ALMAND.

BECKY PLEASANT will be transferring from the Kentucky Library to the History Department on September 10. Her replacement has not been named.

PENNY HARRISON will be attending the Society of American Archivists Conference in Chicago from September 24 through 28.

AGNES ADAMS has resigned her cataloging position and will be leaving the end of August. A dinner was held for her at the Lone Oak on August 28.

NEW HOURS for the Kentucky Library are as follows:

Monday-Friday	8:00 - 4:30	Tuesday - open evenings until 9:00 p.m.
Saturday	9:00 - 4:30	
Sunday	Closed	

KALEIDOSCOPE USA, Hallmark Cards' art discovery experience for elementary school-aged children has been confirmed for October 3 through 12, and will be housed in the Kentucky Building. The Kentucky Museum and the Bowling Green-Warren County Arts Commission will co-sponsor the event. Information concerning details and reservations will be appearing soon.

LSN editors have received very few knock-knock jokes as yet.

PATTY MACLEISH and ANNE JOHNSTON have returned from maternity leaves in the Kentucky Museum. Anne will be the new Public Relations Officer for the museum.

FACULTY SENATE MEETING has been re-scheduled for September 13.

JO KIBBEE has been employed as the new Media Retrieval Librarian.

THE BOOK APPROVAL PROGRAM ANNUAL RECEPTION will be on Wednesday, September 19 at 2:00 in the Acquisitions Unit, Cravens 3. Library representatives may schedule appointments with the people from Baker and Taylor for the following day. Contact Diane Rutledge for details, 3951 ext. 42.

SPECIAL LIBRARIES ASSOCIATION, Kentucky Chapter, will meet September 14 and 15 in Berea. Dr. Wassom is scheduled to speak to this group on Friday. For more information, contact Virginia Neel, 3958.

THE FOURTH ANNUAL QUILT COMPETITION is scheduled for October 27 to November 2. Entries may be brought to the Kentucky Museum between October 8 and 13. For more details, contact the Kentucky Museum, 2592.

COM CATALOGS and readers are now being distributed to the following locations. Distribution should be completed by September 7, 1979.

Resident Halls

Barnes Campbell Hall	Bates Runner Hall
East Hall	McCormack Hall
Douglas Keen Hall	Gilbert Hall
North Hall	Central Hall
Pearce Ford Tower	Hugh Poland Hall
Bemis Lawrence Hall	Rhodes Harlin Hall
McLean Hall	South Hall
Potter Hall	West Hall

Academic and Administrative Buildings

E. A. Diddle Arena- Room 212
L. T. Smith Stadium- Room 313
Grise Hall- Academic Computer Center
Cherry Hall- Room 106
Gordon Wilson Hall- Main Reading Room
Ivan Wilson Center- Room 288
Environmental Sciences and Technology- Room 246
Science and Technology- Room 308
Thompson Complex-North Wing- Room 216
Academic Complex- Room 118A
Wetherby Administration Building- Computer Center
Florence Schnider Continuing Education Center
Board of Regents Conference Room

The above locations are in addition to the "COM CATS" which are located in all campus libraries. This new service will make it possible for students and faculty to research the bibliographic records of the libraries without leaving the buildings where they reside or have their classes and offices. It will no longer be necessary to go to the library just to determine if the system has a particular book in its holdings. Furthermore, before leaving one's residence hall, classroom building or office building, it will be possible to determine which of the university libraries contains a particular book. The additional microfiche readers which make this service possible were purchased by a grant from the Council on Higher Education.

The family of Donald L. Brightup would sincerely like to thank the Faculty/Staff for showing concern by flowers, food, cards and a donation to the American Cancer Society.

Betty, Donna and Dale Brightup

Library Services Notes

What is happening All About Us

Division of Library Services

September 1979

CONNIE FOSTER was elected a Representative to the Faculty Senate from the Department of Library Automation and Technical Services to replace Agnes Adams. Please pass on concerns and comments to her.

A MOTION which will affect Academic Services Faculty is expected to come to the Floor at the next Faculty Senate meeting, October 11. The Editors urge all representatives from Academic Services to attend this meeting.

We all want to wish DR. VERA GUTHRIE a speedy recovery from her fall at Lampkin Park.

SOME TIME-SLOTS are still available for Kaleidoscope. Contact the Kentucky Museum for scheduling. x2592.

THE FALL SEMESTER appears to be off to a good start. Checkers and Reference Services staff report a brisk business already.

KLA PROGRAM for the Fall Conference at the Hyatt Regency Hotel in Lexington, November 7-9, has appeared in the recent KLA Bulletin. LSN will print an abbreviated schedule later.

Has anyone noticed the new GROWTH on Cravens 3rd floor?

KENTUCKY Association of Museums is meeting in Louisville at the Museum of Natural History and Science, September 13 and 14. BRUCE MACLEISH is participating in a panel on Museum Ethics and IRA KOHN in a panel on Exhibits.

According to July 27 LC Information Bulletin, lightning struck the Library of Congress on July 13 - Friday - just two days after Skylab missed it. Was this the cause of the commotion on Cravens 5th floor? maybe just a late piece of Skylab?

LOOKING FORWARD: On December 6-7 at Opryland Hotel, LITA and ALA will sponsor a program on Automated Acquisitions, or Does Your Library Acquire Materials Bit by Bit? For information: D. Hammer, Library and Information Technology Assoc., ALA, 50 E. Huron St., Chicago, IL 60611.

PEOPLE MAY COMPLAIN about bureaucracy in the University or Library, but it could be worse! According to the September 3, US News and WorldReport: "The National Library in Rio had an out-of-order sign on its elevators dated May 9, 1960. Not long ago, it was suggested that something ought to be done. It was. Library officials ordered the sign taken down immediately."

ANYONE IN LIBRARY SERVICES who speaks a foreign language and would be willing to help foreign students in the library, please contact FINA SIMPSON, Cravens 8th floor. She plans to keep a list of those who are willing to give a hand with our new students from other countries.

TECHNICAL SERVICES had a picnic at Covington Woods Park on Sunday, September 9. Everyone had a very good time.

Dr. Rees reports that DISTRIBUTION OF COM-CATS to academic buildings is progressing well.

The editors of LSN would like to join the rest of the staff of Library Services in thanking DR. and MRS. WASSOM for the very fine evening which some have already enjoyed and the others will in the near future. Good food and good company - it is always pleasant to meet each other outside the work-world.

Bowling Green-Warren County Arts Commission is sponsoring an Oktoberfest to raise money for the Capitol Theatre Renovation Fund. The festival will take place on October 6, after the Western game at the JayCee Pavillion at Lampkin Park and include authentic German food, beer, music and dancing. Tickets, \$2.50, can be obtained from ANNE JOHNSTON at the Kentucky Museum or from the Arts Commission office.

NEW TOP: Editors would like to thank IRA KOHN and TOM FOSTER for providing our fine, new Masthead. Looks pretty good, don't it!

51A

Library Services ~~NOTES~~ ARCHIVES

What is happening All About Us

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51A Library Services NOTES

What is happening All About Us Division of Library Services

October 1979

SALLY ANN KOENIG has been appointed to two committees of the Academic Council for the year 1979-80, the Committee on Rules and the Committee on Academic Requirements and Regulations.

Something new in GOVERNMENT DOCUMENTS: The CIS Index to the U.S. Serial Set 1789-1969 has arrived. The index covers the more than 13,000 titles of congressional documents and reports of which Western has 5,779 on its shelves. Gene Whicker should be contacted for details.

MARIAN LONG, DONNA HOLTON and LINDA MILLER have left Library Services for other employment. MARY STAHL has replaced Linda Miller in Acquisitions.

EVELYN THURMAN helped conduct a Fall workshop for the Kentucky School Media Association meeting at Kentucky Dam Village on September 7-8, 1979. Also of merit: Evelyn has completed 26 years of service without missing a day due to illness; 13 of those years have been at WKU.

Master's THESES by Western students are generally cataloged in the circulating collection and patrons should use these copies. Original texts sent to Special Collections do not circulate. Theses are accessible by subject by using Subject fiche or by looking in Author/Title fiche under "WKU" and the appropriate department.

THE DEPARTMENT OF LIBRARY SCIENCE will sponsor a lecture on October 18 in the CEB Auditorium featuring Kentucky-born poet and novelist Hollis Summers. A former instructor at Georgetown College and UK, Summers teaches at Ohio University. He is the author of Brighten the Corner, City Limit, and Walks Around Athens. There is no admission charge.

BOTTOMS UP! to REG LASWELL, whose picture appears on page 5 of the September 25 College Heights Herald. Reg, a member of the Southern Kentucky Artists Guild, was photographed while replacing the bottom of a chair in a recent Artists Guild Art Fair.

OCR is back On the Correct Road again. Wands have arrived and 16,000 labels have been printed for faculty and students.

THE KENTUCKY MUSEUM's Fourth Annual Quilt Competition is underway. Entries are being accepted the week of October 8 in four categories: Beginner, Antique, Advanced, and Group. Winning quilts will be exhibited in the museum beginning Homecoming, October 27, and during the week of October 29-November 2. Inquiries should be directed to either ANNE JOHNSTON or PATTY MACLEISH.

WE'RE IN THE MONEY....Western received a \$148,984 grant in federal assistance to construct a non-commercial FM radio facility. Permission still has to come from the Federal Communications Commission in the form of a construction permit. The Kentucky Museum received a grant of \$25,000 from the Institute of Museum Services for general operating funds.

Cynthia Stow, of the Cumberland Art Conservation Center in Nashville, visited the KENTUCKY MUSEUM on September 26 to examine paintings in the collection which may require treatment. Ms. Stow has worked with the museum before while acting as a conservator at a similar firm in St. Louis.

THE FACULTY EXCHANGE PROGRAM, sponsored by the Association of American State Colleges and Universities, will be touring the Western campus October 29-31. Among locations on their visit, the group will tour Helm-Cravens Library on Tuesday, October 30 from 1:30-3:30 in the afternoon. Recommendations for specific stops along the way should be given to the Academic Services representative, Sally Ann Koenig. The project to encourage better cooperation among institutions of higher education and a wider perspective of mutual interests was begun two years ago. Library faculty members were included on the Exchange this academic year and interest appears high. An article about the Faculty Exchange Program appeared in the Summer 1979 issue of Western Alumnus, pages 16 and 17.

Participants in this year's Exchange are:

From Shippensburg State...William Anderson, Education (Captain); Gary Armstrong, Business Education and Data Processing; Hilda Lineweaver, Sociology; Thomas Schroeder, Chemistry; Henry Bentz, Art; Berkley Laite, Director-Media/Curricular Center; Howard Bell, Mathematics.

From Western Kentucky University...Joan Krenzin, Sociology and Anthropology (Captain); Margaret Bruner, English; Peggy Keck, Business; SALLY ANN KOENIG, LIBRARY SERVICES; William Leonard, Communications and Theatre; Clarence Wolf, Physics and Astronomy; Carroll Wells, Mathematics and Computer Science; John O'Connor, Psychology.

From Winthrop College...Houston Craighead, Philosophy and Religion; James Crock, Business; Les Reynolds, English; Maeberta Bobb, Education; David Franklin, Music; Shirley Tarlton, Librarian; Gerald Perselay, Business; Birdsell Viault, History.

From the Asso. of American State Colleges and Universities...Joan Wadsworth.

To facilitate access to the Library's PERIODICALS, please remember to return them promptly. Bound volumes, current issues and newspapers should be returned and not left in work areas or offices over night or on weekends.

KET will be airing a Teleconference on Continuing Education for Librarians in Kentucky on Saturday, October 20, at 10:00 a.m. The 90-minute program will be a discussion of continuing library education and will include a call-in opportunity at specific viewing sites. Here at Western, the viewing site will be the TV studio at the Academic Complex.

THE FIRST IN A SERIES of Volunteer, Informal, General Faculty Meetings will be held on Thursday, October 18 at 10:45 in the Kentucky Building, E321 (where our earlier meeting was held). The Second VIGFM will be on Thursday, December 6 at 10:45 in Room 338 of the Environmental Science Building. Attendance is voluntary. Concerns or topics of discussion should be forwarded to Dr. Wassom's office in advance of the meeting date.

Faculty and staff in Library Services bowling on the Faculty/Staff Bowling League are Marilyn Pruden, Nelda Sims and Debby Smith. They bowl each Monday night at DUC under the team name of Four-Got-Ten (forgotten?). Credit goes to Connie Foster for the team name.

Library Services ^{ARCHIVES} Notes

What is happening All About Us
Division of Library Services

November 1979

A Volunteer, Informal, Support Staff Meeting will be held on Tuesday, November 6, 1979 at 10:45 in the Kentucky Building, E321. Attendance is voluntary. Concerns or topics of discussion should be forwarded to Dr. Wassom's office in advance of the meeting date.

THE UNITED WAY CAMPAIGN of Bowling Green Warren County was launched at a breakfast on November 1, 1979 for the University. Interest and support for this endeavor at Western has shown a dramatic growth in the past five years with giving increasing from a \$10,000 level to \$20,000 last year. The goal for 1979-80 is \$24,000. Academic Services has been one of the largest contributors percentage-wise on campus. The following are coordinators for UNITED WAY in Academic Services: IMOGENE FOSTER, RILEY HANDY and BOB BAIZE. They will be distributing pledge cards in the near future for either payroll deduction or cash contribution. Please make your response known to your coordinator by the November 30 deadline.

Allan Share reviewed NANCY BAIRD'S newest book, Luke Pryor Blackburn: Physician, Governor, Reformer, in the October 11 edition of The Courier Journal. Her "well researched and thoroughly absorbing" account is a recent addition to the Kentucky Bicentennial Bookshelf series.

Kentucky Museum Curator BRUCE MACLEISH attended the four-day annual meeting of the Southeastern Museums Conference in Jackson, Mississippi, October 16 through 19.

PENNY HARRISON and HELEN KNIGHT attended the "Religious Archives" meeting sponsored by the Kentucky Council on Archives on October 19, 1979 at St. Katherine's College. That conference also included visits to the archives of Nazareth and Loretto.

A contract has been awarded for the relocation of FELTS LOG HOUSE from its Logan County site to an area adjacent to the KENTUCKY BUILDING. Weather-permitting, the house should arrive on campus within the next thirty days.

REMINDER! KLA FALL CONFERENCE, November 7-9, 1979, Hyatt-Regency, Lexington.

HIGHLIGHTS:

Thursday 1:00 pm Special Libraries Section Business Meeting
4:30 pm Pre-White House Conference Panel
7:00 pm KLA Banquet

Friday 7:30 am Academic Library Section Breakfast
12 noon Special Libraries Section Luncheon

BETH VACCARO has transferred from Acquisitions to Richard Jones' office.

THANKSGIVING SCHEDULE 1979

Helm-Cravens Library

Wednesday	November 21, 1979	7:45 am - 4:30 pm
Thursday	November 22, 1979	CLOSED
Friday	November 23, 1979	10:00 am - 3:00 pm*
Saturday	November 24, 1979	10:00 am - 3:00 pm*
Sunday	November 25, 1979	2:00 pm - 11:00 pm

*Limited staffing

A shelf has been set aside in the Reference Area, Helm 1, for the shelving of materials and information relating to the University.

FACULTY RESEARCH GRANTS AWARDED TO:

NANCY BAIRD - "Biography of Joseph Rogers Underwood 1791-1871"

EVELYN THURMAN - "On the Trail of Laura Ingalls Wilder"

BE SURE TO SEE THE DISPLAY of pen and ink drawings, some with watercolor wash, which are on Cravens 5th Floor and also on Helm 1st Floor in front of the Reference Room. These drawings were done by JIM SACREY, one of our Checkers, whose hobby is the American Indian.

JUDY FARNSLEY, daughter-in-law of JUANITA FARNSLEY, Cataloging, has been employed in the ERC replacing Karen Attig. Karen has taken other employment off campus.

IN MEMORIAM

Jack Faries June 22, 1918-October 18, 1977

Jack was Director of the Audio-Visual Service Center from 1961 until his retirement in 1978. Previously he had been employed in the Lexington Public School System from 1947-1960. Following the receipt of his AB Degree at Eastern in 1942, he served in the U. S. Army from 1942-1946. He received his Masters Degree from UK in 1947. In 1967-68 while Dr. Wassom was Head, Department of Library Science, Ollie Faries was his secretary.

Our sincere sympathy to Ollie and the girls.

From BETTER SUPERVISION

courtesy Bob Rees



WHAT WOULD YOU DO?

You're overworked. You have too many things to do. Yet you hesitate to turn over some of your jobs to your people. You're afraid they don't have the knowledge or ability to do them right. What would you do?

1. Delegate several of your jobs, no matter how much you doubt the abilities of your people. Everything will probably work out all right.
2. Hold tight. Your people probably aren't ready to take over for you. Wait until you have time to train them.
3. Delegate a job or two, and keep close watch. Delegate other jobs as your people prove able to do more.

OUR COMMENTS:

1. Risky. The time you hoped to save might be lost in doing things over, training people, extra supervising.
2. Fine, if you're only a little overworked, and don't mind it. But if you're getting busier and busier, when will you ever have time to train your people?
3. Our choice. Develop your people—without too much risk. It's the safe, proven way of multiplying your effectiveness.

Library Services Notes

What is happening All About Us

Division of Library Services

November 1979

SALLY ANN KOENIG attended a conference on "Strategies for the Advancement of Women in Higher Education Administration" held at Shakertown on October 22-24. This conference was sponsored by the Office of Women in Higher Education, American Council on Education. Anyone interested in the details of the program or the future meetings should contact Sally Ann.

Tom Converse and Elizabeth Ann Heard from the Kentucky Guide Project for Archives and Manuscripts visited the university on November 3 and met with PAT HODGES and PENNY HARRISON, Kentucky Library Manuscripts; BOB TUREK in Folklore Archives; and CRAWFORD CROWE and HELEN KNIGHT in University Archives to make a preliminary survey and estimate of the time needed to complete a listing of all archival holdings in Western libraries.

PENNY HARRISON met with the Kentucky Council on Archives Administrative Council on November 1 to plan for Spring and Fall 1980 meetings. The council met in Louisville.

On October 9, EVELYN THURMAN spoke to the AARP meeting at the B. G. Public Library and on October 23, she spoke to all grades, in various groups, at Allen County Elementary School as well as told stories. She had an in-service on creativity, story-telling and reading materials for teachers and staff at Brooks School in Shepherdsville on October 30.

VIRGINIA PEARSON conducted a genealogical research workshop for the Lake Cumberland librarians in the Columbia/Adair County Library on October 29.

RILEY HANDY presented a program to Glasgow District librarians on genealogical resources in the Kentucky Library and an overview of the new Kentucky Building on October 30.

BAKER & TAYLOR are planning to demonstrate an automated acquisitions system here on December 5. The new programs used can interface with the existing approval plan. Contact DIANE RUTLEDGE for details.

RICHARD JONES has recently returned home from St. Joseph's Hospital in Lexington. We all wish him a speedy recovery.

DATA PROCESSING for Library Services class from Peabody visited the library on the evening of November 13. PEGGY WRIGHT conducted the tour.

POSITIONS ARE AVAILABLE at the Kentucky Museum for a Research Assistant and an Education Assistant. For details contact Riley Handy.

Assistant Exhibits Curator BOB BRIGL has been selected to attend the Southeast Regional Workshop "Interpreting the Humanities Through Museum Exhibits" to be held in Montgomery, Alabama. The meeting is sponsored by the American Association for State and Local History and will be held for four days beginning December 5.

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NANCY SOLLEY attended a Conservation of Special Collection Materials workshop at Southern Illinois University in Carbondale on November 5.

NANCY BAIRD joined members of the History Department in attending the Southern Historical Society meeting in Atlanta, November 14-17.

PAT BOWEN has been awarded a Faculty Research Grant to complete her bibliographic work on gerontology.

PAT HODGES and PENNY HARRISON participated in a Paper Conservation Workshop at the University of Louisville, conducted by Pamela Najar of the Indiana Historical Society Library.

The KENTUCKY MUSEUM was featured in the November 11 edition of the Daily News.

ANNE JOHNSTON attended the Fall meeting of the Kentucky Arts Commission in Lexington, November 14-16.

The Faculty/Staff bowling competition has come to an end. The Four-Got-Ten team of MARILYN PRUDEN, NELDA SIMS, DEBBY SMITH and SHARON HARDISON (CEB Copy Center) placed 4th.

There have been numerous comments concerning the voluntary status of staffing the OCR Labeling Station. The following excerpts from the Director's Memo of October 23 should be noted:

...."Individuals are encouraged to sign up for one to three hours during each week between now and the end of the semester.....Everyone's cooperation in this endeavor is needed. All are being given an opportunity to sign up for the hours which best suit the many and varied individual and unit schedules. After all have had this opportunity, any remaining uncovered hours will be assigned by this office working with the appropriate department heads. Questions about this schedule should be directed to Reg Laswell, Chairman, OCR Task Force."

While the staffing is voluntary, it should be remembered that this new system is important to all of us in Library Services and that more volunteers means less work for each individual.

Library Services Notes

What is happening All About Us Division of Library Services

December 1979

BOYD CHILDRESS and NANCY BAIRD attended the Southern Historical Society Meeting in Atlanta, Georgia on November 14-17.

NEW EMPLOYEE: JAMIE CARROLL has replaced Beth Vaccaro in Acquisitions.

BOYD CHILDRESS reviewed J. W. Coward's Kentucky in the New Republic for the Park City Daily News in the November 25 issue.

MERGER: The Joint University Library of Peabody College and Vanderbilt University have formally become Vanderbilt University Library.

SOME THINGS NEVER CHANGE: The following comments were received by Dr. Rees:

"Last Tuesday...I needed to consult with the librarians on the Sixth and Seventh floors of Cravens concerning material for some of my courses as I had not been on campus during the summer. When I arrived at the Sixth floor, I found that the librarian and others were involved with setting up new shelves, a type of activity usually assigned to maintenance staff on our campus. On the Seventh floor, I found a note on the door saying that the librarian was on the Sixth floor. I was not able to discuss with the librarians under these circumstances the academic courses that I had planned...that day.

In the reference department, I found many books at one end of the room... still classified in the Dewey Decimal Classification which means there was no way for the public to locate them in the card catalog or printed catalog. The reference department...appears to be hampered in supplying good reference (services) to the academic community. Bibliographic tools...have been removed to a greater physical distance.... Other bibliographic tools which are necessary in interlibrary loan(s) are now housed in the cataloging and acquisition areas. It appears that the reference department...has been bypassed and not consulted for the best planning.... I would hope that this oversight will be corrected and that the reference staff will be given the opportunity to...enhance the total academic program of the university."

AS WE SAID, SOME THINGS NEVER CHANGE! The above was in a letter dated in 1972.

THE LIBRARY SERVICES FACULTY COMMITTEE Steering Committee reports that guidelines have been accepted for the committee to be set up, but there may be some changes. Please stand by.

The next INFORMAL FACULTY MEETING will be held in the Environmental Sciences and Technology Building on Thursday, December 6 at 10:45 a.m. in Room 338.

PERSONAL: We are all wishing Richard Jones and Wilma Adcock quick recoveries from their illnesses. We hope they return to work soon.

~~CONFIDENTIAL~~
The faculty and staff of the Kentucky Library and Museum treated their co-workers, NANCY ALLEN and IRA KOHN, to a reception on November 28. Nancy and Ira are recent contributors to the Kentucky Bicentennial Bookshelf.

FOR ANYONE COMING IN LATE: The Department of Library Special Collections will be featured during the week of December 10-14 on WBKO's AM Kentucky. The 8:00 a.m. broadcasts will highlight upcoming services and programs to be offered by the Kentucky Library and Museum.

VIRGINIA PEARSON will host an informal tour of the Kentucky Library for Lake Cumberland District librarians on December 4.

THE Academic Services CHRISTMAS POT LUCK will be hosted by the faculty and staff of the Department of Library SPECIAL COLLECTIONS in the Kentucky Building on December 10. Responses (RSVP's) should be phoned in to the different department heads by December 5. The dinner will begin soon after 5:30 p.m. Those who will have errands to run before the pot luck should not be put off by the possibility of arriving late; there will be plenty of time to eat with your colleagues well after 6:00 p.m.

UP NEXT: Following the Pot Luck, everyone is invited to hear the opening event in the Kentucky Museum's "CHRISTMAS WEEK" of activities...Lullabies for the Christ Child-Christmas Music Through the Ages with Stephen Finn, Tenor. The program will begin at 7:30 p.m. on December 10. Posters will be appearing soon with details of the other events. Questions can be directed to either Anne Johnston or A. T. Stephens.

A BOOK FAIR was held in the library of JONES-JAGGERS LABORATORY SCHOOL during its Children's Book Week, November 11-17. In addition to the excitement and enthusiasm generated by local booksellers, more than \$1,000 was collected-an average of 2.5 books per child. Needless to say, the Fair was an overwhelming success.

CAROLYN BOLES is among persons chosen to have coffee and conversation with President Zacharias on December 7. Any concerns and suggestions would be welcome.

JEAN ALMAND and BOYD CHILDRESS attended a Lockheed Dialog DataBase Workshop at Jefferson Community College in Louisville November 27 and 28.

Please turn in your UNITED GIVERS FUND CARDS to Imogene Foster, Riley Handy or Bob Baize.

EDITORIAL COMMENT: The Editors hope that future projects similar to the OCR Labeling will be conducted in a more organized manner. Such a manner would be better for those donating their time, as well as, the library patrons.



WESTERN KENTUCKY UNIVERSITY

BOWLING GREEN, KENTUCKY 42101

November 27, 1979

Office of the President

MEMORANDUM

TO: Deans, Department Heads and Directors
FROM: Donald W. Zacharias
SUBJECT: Open Meeting for Everyone Employed at Western

There will be an open meeting for everyone employed at the university on Tuesday, December 4 at 3 p.m. in Van Meter Auditorium. The purpose of the meeting is to allow me to share information of mutual interest to everyone within the university community. My comments will include a summary of my activities during the first semester of my term as president of Western and my expectations for the future. Following these remarks, there will be an open forum where individuals may ask questions regarding their concerns. The meeting will last approximately one hour.

Would you please post this announcement so that anyone who is interested may attend.

DWZ:ec

Library Services Notes

What is happening All About Us
Division of Library Services

December 1979



ACADEMIC SERVICES wishes to thank the folks at the KENTUCKY LIBRARY and MUSEUM for hosting this years Christmas Pot Luck. The food and company were most pleasant!

A selection of CHRISTMAS CARDS is the highlight of the Christmas For The Child display in the Helm Lobby. The cards are from the files in the Reference Department.

The 5th floor of Cravens Library has created a browsing area of Christmas memorabilia.

*** HAPPY HOLIDAYS ***

We all wish to express our sympathy for the recent fire at the home of LUCY DANIELS and hope things are back to normal for the Daniels family very quickly.

CHRISTMAS SCHEDULE

Helm/Cravens Library

Friday	December 21	7:45-4:00
Saturday-Tuesday	December 22-January 1	CLOSED
Wednesday-Friday	January 2-4	8:00-4:00
Saturday-Sunday	January 5-6	CLOSED
Monday-Friday	January 7-11	8:00-4:00
Saturday-Sunday	January 12-13	CLOSED
Monday-Wednesday	January 14-16	8:00-4:30*
Thursday	January 17	Regular Schedule

Science Library

Friday	December 21	7:45-4:00
Saturday-Tuesday	December 22-January 1	CLOSED
Wednesday-Friday	January 2-4	8:00-4:00
Saturday-Sunday	January 5-6	CLOSED
Monday-Friday	January 7-11	8:00-4:00
Saturday-Sunday	January 12-13	CLOSED
Monday-Wednesday	January 14-16	8:00-4:30*
Thursday	January 17	Regular Schedule

Education Resources Center

Friday	December 21	7:45-4:00
Saturday-Tuesday	December 22-January 1	CLOSED
Wednesday-Friday	January 2-4	8:00-4:00
Saturday-Sunday	January 5-6	CLOSED
Monday-Friday	January 7-11	8:00-4:00
Saturday-Sunday	January 12-13	CLOSED
Monday-Wednesday	January 14-16	8:00-4:30*
Thursday	January 17	Regular Schedule

*Except designated personnel working with Registration.

Kentucky Library and Museum

Friday	December 21	7:45-4:00
Saturday-Tuesday	December 22-January 1	CLOSED
Wednesday-Friday	January 2-4	8:00-4:00
Saturday-Sunday	January 5-6	CLOSED
Monday-Friday	January 7-11	8:00-4:00
Saturday-Sunday	January 12-13	CLOSED
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BRUCE MACLEISH will conduct a seminar on Museum Accreditation and Conservation of Artifacts on December 13, 2:30 p.m. in the Orientation Room of the Kentucky Library and Museum. Bruce will share information from his trip to Jackson, Mississippi, where he attended the Southeastern Museum Conference. All interested faculty and staff are invited to attend.

THE KENTUCKY LIBRARY received a complete run of the Adjutant's Call journal of the Louisville Civil War Round Table on December 11. Riley Handy accepted the gift from Frank Rankin, commander of the chapter, at the Round Table's annual banquet.

CONFERENCE ROOMS - The Conference Room on the 8th floor of Cravens is no longer available since the Folklore Archives collections have been moved there. Conference Rooms are available on the 9th, 7th & 6th floors of Cravens by checking with floor librarians. In Helm, Rooms 201 and 202 can be used with permission of the Periodicals Librarian. Rooms for study groups are also available in Garrett and can be reserved through the Information Desk there.

VITAL HISTORY CASSETTES, a monthly oral history service by Encyclopedia Americana and CBS News, is available in Media Retrieval. It contains about 36 hours a year of spoken primary source material on current events and issues in audio cassettes, along with printed monthly reviews, indexes, highlights and bibliographies. Subject listings are currently being prepared by the Media Librarian. If you are interested in this service or any of the subject listing of its contents, please contact Jo Kibbee.

The Revised Edition of the Guidelines for the Library Services Faculty Committee passed, though by not as wide a margin as the earlier version. Elections will be held by department this week.

There will be a Volunteer, Informal, Support Staff Meeting on January 8, 1980 at 10:45 a.m. in Helm 201. Anyone having items of interest to be discussed should direct them to the Office of the Director.
